

GOVERNMENT OF ANDHRA PRADESH  
ABSTRACT

Social Welfare Department – A.P.Scheduled Caste Co-operative Finance Corporation Limited, Hyderabad – Scheduled Caste Action Plan (SCAP) 2013-14 – Verification of the eligibility of the beneficiaries of the sanctioned but not grounded units - Orders – Issued.

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**Social Welfare (SCP.I) Department**

G.O.RT.No. 535

Dated 04.10.2014.  
Read the following:-

1. G.O.Ms.No. 101, Social Welfare (SCP-I) Dept., dt.31.12.2013.
2. G.O.Ms.No.135, PR&RD (RD.I) Dept. dated 17.09.2014.

ORDER:-

The implementation of the SC Action Plan (SCAP) 2013-14 was adversely affected due to several reasons viz., delay in finalization of the policy, implementation of model code of conduct due to local bodies & general elections, etc.

As a result, the units sanctioned by the District Collectors & Chairmen, DSCSCS Ltd., after obtaining the bank consent, pertaining to (27,029) beneficiaries, could not be grounded, prior to 31-3-2014.

The Government has received several representations from the District Collectors, Executive Directors of the DSCSCS Ltd. and the selected beneficiaries for grounding of units.

After due consideration of the matter, it is hereby ordered that the District Collectors & Chairmen, DSCSCS Ltd. shall take up the detailed verification of the eligibility of the beneficiaries of the units, sanctioned under SCAP 2013-14, which could not be grounded prior to 31-3-2014.

The verification of the eligibility of the beneficiaries shall be made by the Gram Panchayat/Municipal Ward/Municipal Corporation Committees constituted for the verification of the eligibility of the Social Security Pensioners in the reference 2<sup>nd</sup> cited.

The detailed instructions and the timelines for taking up & completion of the exercise of verification are annexed to this order.

The Executive Directors, the DSCSCS Ltd., are designated as the Nodal Officers for coordinating & monitoring the entire process of the verification and for submitting the daily progress reports. The VC & Managing Directors, APSCCFC Ltd., Hyderabad shall co-ordinate with all the District Collectors / Chairmens and Executive Directors, DSCSCS Ltd.

The District Collectors and Chairmen, DSCSCS Limited are directed to issue the necessary instructions to all the Mandal Parishad Development Officers/Municipal Commissioner/Commissioners of Municipal Corporations and ensure that the verification of the eligibility of the beneficiaries is taken up & completed strictly as per the instructions and timelines issued in this order.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

SHAMSHER SINGH RAWAT,  
SECRETARY TO GOVERNMENT.

To.

The VC & Managing Director, A.P.S.C.C.F.C. Ltd., A.P., Hyderabad

All the District Collectors & Chairmen, DSCSCS Ltd., in the State

All the Executive Directors, DSCSCS Ltd., in the State

All the Mandal Parishad Development Officers in the State

All the Municipal Commissioners, Municipalities in the State

All the Commissioners, Municipal Corporations in the State

The Commissioner, Panchayat Raj & Rural Employment, AP, Hyderabad.

The Commissioner & Director of Municipal Administration, AP, Hyderabad.

The Commissioner of Social Welfare, AP, Hyderabad

Copy to:

The PS to Principal Secretary, Municipal Administration and Urban Development Dept. AP., Hyderabad

The PS to Principal Secretary (RD), PR & RD Department AP., Hyderabad.

The PS to Minister, Social Welfare & Empowerment and Tribal Welfare & Empowerment, AP, Hyderabad.

//FORWARDED : BY ORDER//

SECTION OFFICER

**ANNEXURE TO G.O.RT.No. 535, Social Welfare (SCP.I) Department,  
Dated 04.10.2014 (INSTRUCTIONS REGARDING THE VERIFICATION  
OF THE ELIGIBILITY OF THE BENEFICIARIES OF THE UNITS OF SCAP  
2013-14 WHICH WERE SANCTIONED BUT NOT GROUNDED, PRIOR TO  
31-3-2014)**

**A. PREFACE:**

- 1) Due to various reasons, the sanctioned units pertaining to (27,029) beneficiaries of SCAP-2013-14 could not be grounded, as detailed below, district wise:

Sl.No	District Name	Number of sanctioned not grounded beneficiaries	Entered in OBMMS	Not entered in OBMMS.
1	Srikakulam	678	534	144
2	Vizianagaram	638	499	139
3	Visakhapatnam	651	532	119
4	East Godavari	1618	1618	0
5	West Godavari	546	546	0
6	Krishna	3615	3200	415
7	Guntur	5714	3644	2070
8	Prakasam	2149	782	1367
9	Nellore	2874	1441	1433
10	Kurnool	1908	1833	75
11	Kadappa	2103	1358	745
12	Ananthapur	3739	1850	1889
13	Chittoor	796	796	0
		<b>27029</b>	<b>18633</b>	<b>8396</b>

- 2) The details of (18,633) beneficiaries out of (27,029) beneficiaries is entered in the Online Beneficiary Management and Monitoring System (OBMMS) and the details of (8,396) beneficiaries are not entered in the OBMMS.
- 3) The Government have decided to take up the verification of the eligibility of the (27,029) beneficiaries in order to take a decision regarding the grounding of the sanctioned but not grounded units.
- 4) The Government have also decided that the verification of the eligibility shall be made by the Gram Panchayat/Municipal Ward/Municipal Corporation Division Committee constituted, vide G.O.Ms.No.135, Panchayat Raj and Rural Development (RD.I) Dept, dated 17.09.2014, for the purpose of the verification of the eligibility of the existing pensioners under the Social Security Pensions Scheme.
- 5) For the purpose of the verification the detailed guidelines, processes and timelines to be followed are mentioned below.

**B. ENTRY OF BALANCE BENEFICIARY DATA INTO OBMMS.**

- 1) As the first step, all the Executive Directors, DCSSCs shall enter the details of the (8,396) beneficiaries of the sanctioned but not grounded units into the OBMMS.
- 2) This facility of enabling the data entry of such beneficiaries into OBMMS shall be made on **7-10-2014(FN)**.
- 3) The EDs shall keep all the records ready and ensure that the data entry is completed by **8-10-2014 (FN)**.

### **C. GENERATION OF THE BENEFICIARY-WISE CHECKLIST.**

- 1) After completing of the data entry of the beneficiaries not entered into OBMMS the EDs shall generate the beneficiary-wise check lists using the facility provided for this purpose.
- 2) The Check list, which is in Telugu, consists of (4) parts.
- 3) PART(A) pertains to the beneficiary details as per the sanction order.
- 4) PART(B) pertains to the sanctioned unit details as per the sanction order.
- 5) PART(C) pertains to the questionnaire for the verification of the eligibility of the beneficiaries by the Committee.
- 6) PART(D) pertains to the recommendation of the Committee and the attestation by the Committee members.
- 7) There are (2) pages for each check list and the Executive Directors shall ensure that the check list printed back to back in a single sheet of paper.
- 8) The printing of the Checklists shall be completed by **8-10-2014** evening by the Executive Directors.

### **D.DISTRIBUTION OF THE CHECK LIST TO MPDOs/MUNICIPAL COMMISSIONER/COMMISSIONER, MUNICIPAL CORPORATIONS.**

- 1) After the printing is completed, the Check-Lists shall be bundled Gram Panchayat wise and Ward Wise and Mandal / Municipality/Corporation wise.
- 2) The EDs shall ensure that the Checklists are handed over to the MPDOs in respect of the rural areas, Municipal Commissioners in respect of Municipalities and Commissioners in respect of Municipal Corporation, under proper acknowledgement.
- 3) The distribution of the checklists shall be completed by **9-10-2014** evening.

### **E.TRAINING**

- 1) The MPDOs shall arrange a training programme for the concerned Gram Panchayat Secretaries who are the Member-Convenors of the Gram Panchayat Committee.
- 2) Similarly, the Municipal Commissioners/Commissioner, Municipal Corporation shall arrange a training programme for the concerned Bill Collectors who are the Member-Convenors of the Municipal Ward/ Municipal Corporation Division Committee.
- 3) During the training, the need for filling up the response to all the columns in Part-C& D of the questionnaire shall be emphasized.
- 4) The **mandatory** need for entering the Aadhar number at Part C(1) after duly verifying the Aadhar Card of the beneficiary shall also be emphasized.
- 5) The training of the Member-Convenors shall be completed by **12-10-2014.**

### **F. VERIFICATION & RETURN OF ENTERED CHECKLISTS.**

- 1) The Member-Convenors of the Committee viz. the Gram Panchayat Secretary and the Bill Collectors shall duly informing all the members convene the meeting of the Committee.

- 2) The findings of the Committee shall be noted in the Check-lists.
- 3) The process of verification shall be completed by **15-10-2014.**
- 4) The completed checklists shall be handed back to the MPDOs/Municipal Commissioners/Commissioner, Municipal Corporation by the Member-Convener by **16-10-2014.**
- 5) The MPDOs/Municipal Commissioners/Commissioner, Municipal Corporation shall before acknowledging receipt ensure that the checklists have been properly filled up.

#### **G. DATA ENTRY.**

- 1) The check lists shall be handed over to the ED,DSCCS Ltd. by the MPDOs/ Municipal Commissioners/Commissioner, Municipal Corporation under proper acknowledgement.
- 2) The ED,DSCCS Ltd. shall upload the data in the facility provided in OBMMS.
- 3) The Data Entry shall be completed by 20.10.2014.

#### **I.TIMELINES:**

S.No.	ACTIVITY	BY DATE	Person responsible
1	ENTRY OF BALANCE BENEFICIARY DATA INTO OBMMS.	<b>08-10-2014 (FN)</b>	Executive Directors
2	GENERATION OF THE BENEFICIARY-WISE CHECKLIST.	<b>08-10-2014 (AN)</b>	Executive Directors
3	DISTRIBUTION OF THE CHECK LIST TO MPDOs/MUNICIPAL COMMISSIONER / COMMISSIONER, MUNICIPAL CORPORATIONS	<b>09-10-2014</b>	Executive Directors
4	TRAINING	<b>12-10-2014</b>	MPDOs/Municipal Commissioners/ Commissioner, Municipal Corporations
5	VERIFICATION & RETURN OF ENTERED CHECKLISTS.	<b>16-10-2014</b>	Gram Panchyat, Secretaries & Bill Collectors
6	DATA ENTRY.	<b>20-10-2014</b>	Executive Directors

SHAMSHER SINGH RAWAT,  
SECRETARY TO GOVERNMENT.

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